

NMFS Santa Cruz Lab Annual Library Review

Financial Year 2003

**Kit Johnston
Librarian**

Introduction

The annual library review:

- describes the state of the NMFS Santa Cruz Lab library at the end of Financial Year 2003
- lists significant changes that occurred during the year
- notes future projects and challenges

Contents

Staff.....	1
Budget and expenditures.....	2
Web sites.....	4
Books	8
Catalog.....	21
Journals	22
Databases and online journals.....	25
Equipment and supplies	26
Interlibrary loans.....	27
Lab publications.....	28
Duplicates / discards	29
Overall assessment.....	29

Library Staff

Professional staff

The library staff includes one professional librarian (aka Technical Information Specialist), Kit Johnston. Kit is also currently serving as chairman of the lab's Web Committee.

Kit's background:

- **Current position**
 - NMFS Santa Cruz Lab librarian (Technical Information Specialist), 2001-present
- **Education**
 - BA in Marine Biology (UC Santa Cruz, 1992)
 - Master of Library Science (San Jose State, 1996)
- **Library experience**
 - 1992-1994: non-professional experience in public libraries (Santa Clara County)
 - 1995-1996: volunteer professional experience at the Monterey Bay Aquarium library
 - 1997-1998: semi-professional experience in library support business (EBSCO Document Services, document delivery)
 - 1999-2001: professional experience as academic science librarian (Texas A&M University – Commerce)
- **Professional associations**
 - American Library Association (ALA), 1994-2001
 - Special Libraries Association (SLA), 1994-2001
 - International Association of Aquatic and Marine Science Libraries and Information Centers (IAMSLIC), 1995-present

Support staff

The library currently has no support staff, although we do occasionally make use of other departments' summer hires when they have free time. At this time, I don't believe we need additional support staff to maintain the current level of service.

Library Budget, FY 2003: Spending Summary

Total budget	Total spent	\$51,214.67
	Budget	\$51,000.00
	Left to spend	(\$214.67)

Books

Books - major purchases	\$1,034.09
Books - regular	\$8,400.97
Total spent	\$9,435.06
Budget	\$6,000.00
Left to spend	(\$3,435.06)

Equipment and supplies

Computer hardware	\$1,583.42
Furniture	\$1,687.85
Library supplies	\$891.69
Office supplies	\$325.96
Software	\$407.94
Total spent	\$4,896.86
Budget	\$4,000.00
Left to spend	(\$896.86)

Journals

Journals contract	\$33,000.00
Miscellaneous subscriptions and issues	\$272.79
Total spent	\$33,272.79
Budget	\$33,000.00
Left to spend	(\$272.79)

Services

ILL supplier fees	\$46.59
Total spent	\$46.59
Budget	\$4,000.00
Left to spend	\$3,953.41

Services - OCLC

OCLC accessions subscription	\$90.00
OCLC cataloging charges	\$380.46
OCLC ILL charges	\$38.72
OCLC ILL credits	(\$17.86)
OCLC internet charges	\$47.06
OCLC remaining charges (estimated)	(\$43.50)
Total spent	\$494.88
Budget	\$1,000.00
Left to spend	\$505.12

Travel

Cyamus	\$1,497.54
NOAA Librarians	\$1,570.95
Total spent	\$3,068.49
Budget	\$3,000.00
Left to spend	(\$68.49)

Library Web Sites

The library maintains two separate web sites, one internal (available only from computers inside the lab) and one external (available to any computer on the internet). These web sites were created and are maintained by Kit Johnston, and were first available in July 2001.

External web site

The external web site is designed primarily to provide information about the library to people outside the lab.

The external web site currently consists of:

- contact information for the librarian
- a link to our online catalog (NOAALINC)
- a list of new books in the library
- a list of our current journal subscriptions
- links to other NOAA libraries
- a description of library services offered to SW Region offices (**added this year**)

Possible future enhancements include:

- providing information about library services available to researchers, the public, and other libraries (library access, ILL, etc.)
- active database access for publications lists and digital archive (so information remains current without constantly updating the web pages) [this section is currently in the main lab web site, but is maintained by the librarian]
- adding some links to relevant web sites

Internal web site

The internal web site is designed to serve the Santa Cruz Lab staff, providing easy access to information resources both in the library and over the internet. This site currently resides on the library's web server (only accessible from inside the lab), and is usually updated several times a week.

The internal web site currently consists of:

- information about the library's services, collections, and policies
- contact information for the librarian
- finding aids for books and journals
 - link to the NOAALINC online catalog (lists our library book holdings)
 - link to the UC Santa Cruz and other university library catalogs
 - links to library databases (find journal articles, some full-text)
 - links to relevant (and available) online journals
 - list of new books in our library
 - list of current journal subscriptions
- lists of lab publications

- a digital archive of selected lab publications
- lists of special collection items available in the library including:
 - videos
 - computer manuals **(added this year)**
 - atlases **(added this year)**
 - dictionaries **(added this year)**
 - CD-ROMs **(added this year)**
- instructions for using the Digital Library, a collection of relevant reports available in electronic format **(added this year)**
- links to NOAA web sites
- links to UC Santa Cruz web sites
- links to other relevant web sites
- highlighted “Did you know?” section publicizing library services and features that are often overlooked
- downloads of NOAA-licensed citation management software (ProCite, EndNote, and Reference Manager)
- Featured Items section that highlights interesting recent articles **(added this year)**
- links to online reference tools such as dictionaries, encyclopedias, and periodic tables **(added this year)**
- photo directory of lab staff **(added this year)**
- resources for the librarian
- test pages section for testing new web technology

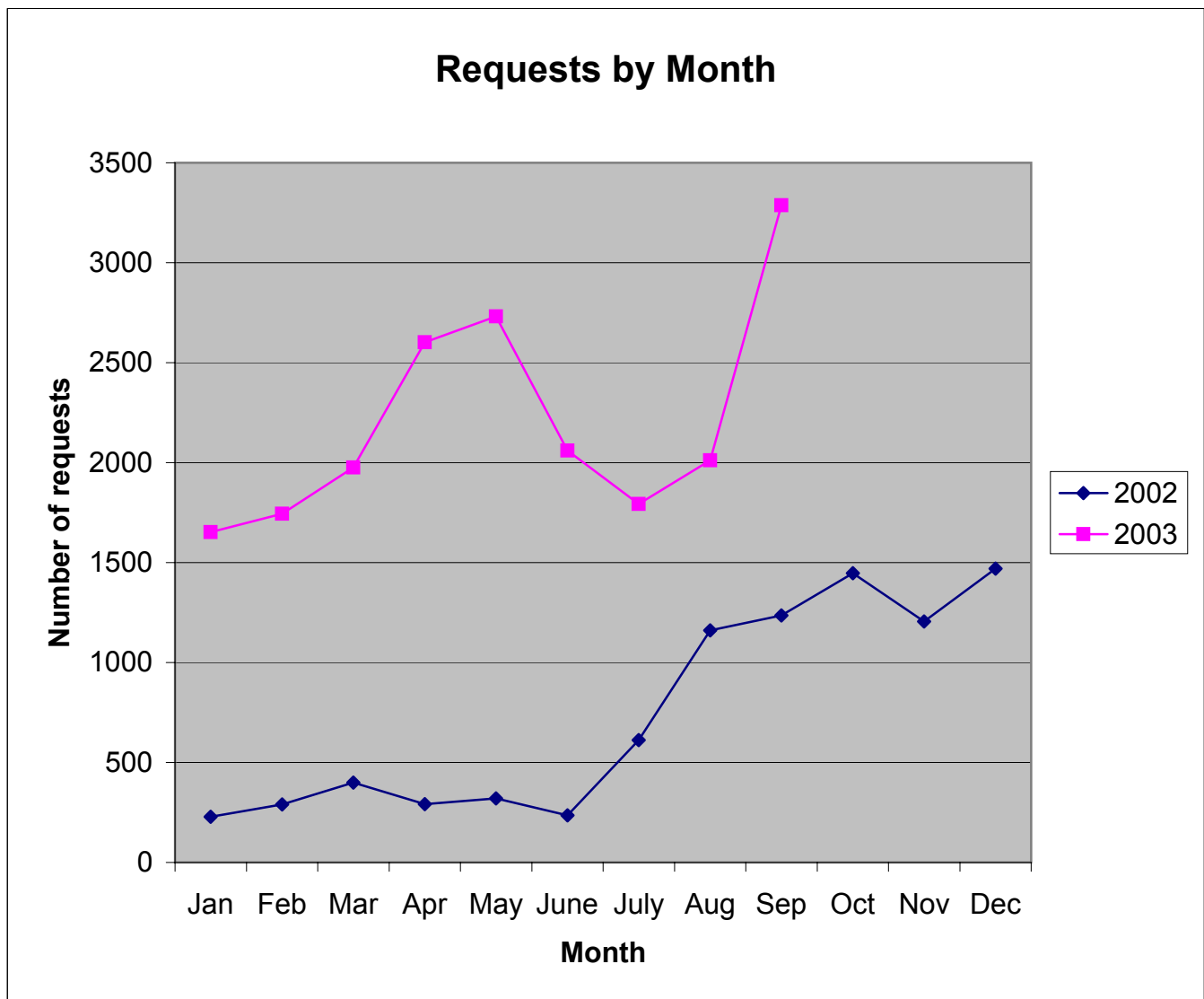
Possible future enhancements include:

- adding more links to relevant web sites
- active database access for publications lists and digital archive (so information remains current without constantly updating the web pages)

Graphs on the next two pages show increasing usage of the internal library web site. The usage statistics do not include image files or use of the site by the librarian’s computer.

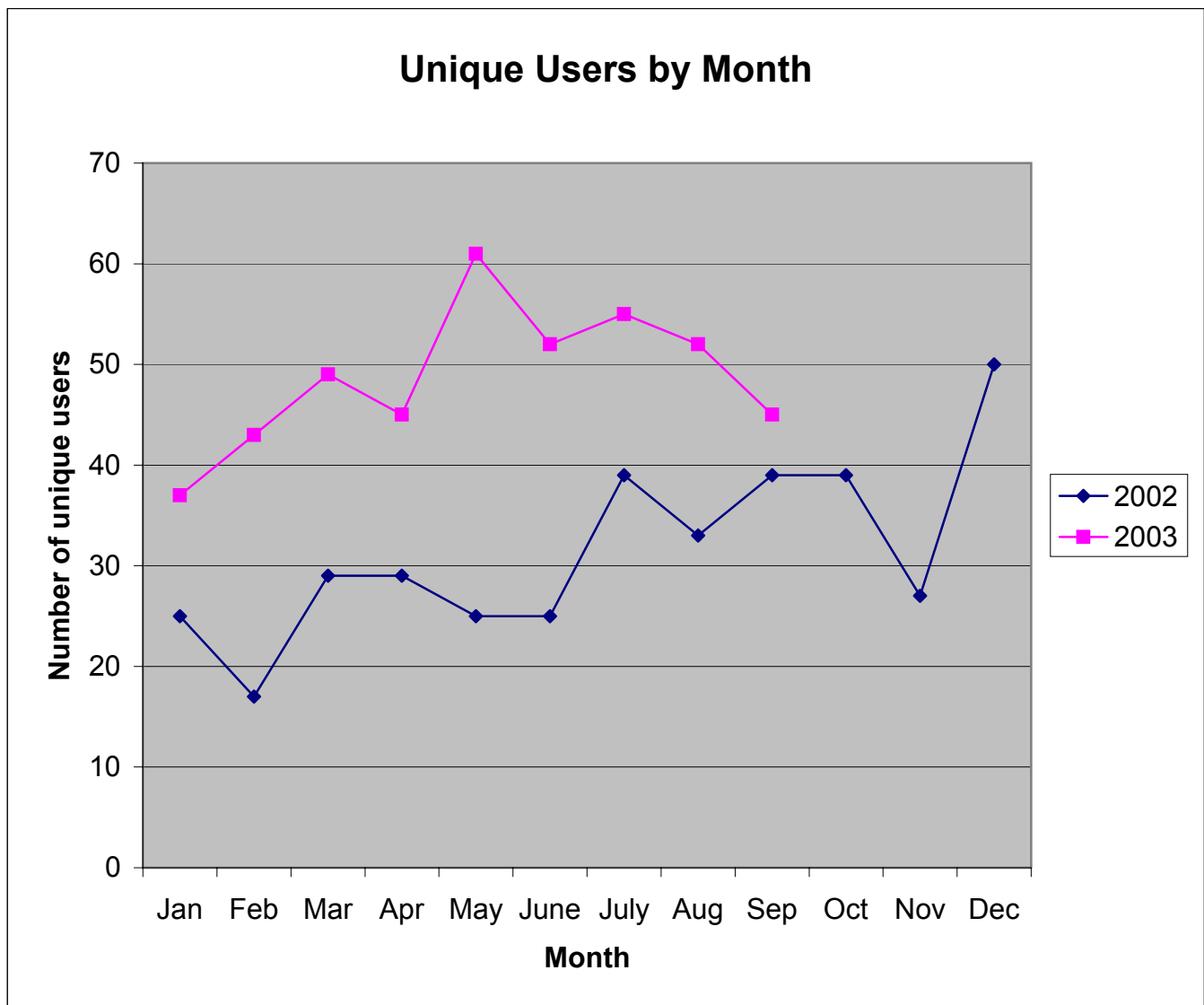
Number of requests per month

	2002	2003
Jan	229	1653
Feb	290	1744
Mar	399	1975
Apr	292	2602
May	320	2731
June	235	2061
July	612	1793
Aug	1161	2012
Sep	1236	3287
Oct	1447	
Nov	1206	
Dec	1470	



Number of unique users per month

	2002	2003
Jan	25	37
Feb	17	43
Mar	29	49
Apr	29	45
May	25	61
June	25	52
July	39	55
Aug	33	52
Sep	39	45
Oct	39	
Nov	27	
Dec	50	



Library Books

The librarian is responsible for:

- the collection development policy
- selecting, acquiring, and processing new books
- circulating the books
- removing books that are no longer appropriate for the collection

Collection development policy

Libraries normally make book and journal selection decisions based on their collection development policy, something that we do not have at this time. We do have a preliminary subject list, but it is incomplete and not currently in use.

Although I don't plan to complete a collection development policy in the coming year, I would like to see one in place by the end of FY 2007. Once a subject list is complete, the policy should be further refined to include selection tools, selection criteria, collection analysis methods, deselection (removal) criteria, and other useful information. Because the collection development policy dramatically affects the contents and usefulness of the library, input will be needed from the laboratory director, the library committee, and the laboratory staff. Once a policy is established, it should be reviewed yearly to be sure the library continues to meet the changing needs of the lab.

Book selection and acquisition

We do not have a collection development policy at this time, so book selection is based primarily on staff recommendations. The current practice is that all normal-priced suggestions are approved, unless a particular staff member makes a large number of recommendations (in which case they are reviewed more closely). Any high-priced item is submitted to the library committee for approval.

Staff members can also choose to purchase library books using their own project funds if they wish to:

- bypass the library's approval process,
- expedite the order (used when the library's budget is on hold),
- have multiple copies (the library generally orders only one), or
- have special priority to use a certain book.

The librarian also suggests books, searching book reviews and publisher catalogs for relevant items and recording them in a recommendations database. A list of possible purchases can be generated for review by the library committee when we need to spend more money. (I should note that I do occasionally purchase my own recommendations without committee approval, when the item is reasonably priced and clearly important to our collection.)

Most books are purchased through Amazon for the following reasons:

- they have an extensive selection
- they have proven to be a reliable and high-quality vendor
- their prices are usually the same or lower than other vendors and publishers (especially if you count shipping charges)
- they now offer free shipping on orders over \$25, even if it's only a single item (multiple-item orders are often split, requiring adjustments in my bookkeeping)
- their online order tracking and package tracking features are extremely useful
- they don't charge sales tax, so I don't have to specify our exemption
- they track our selections and suggest related new items we might want

This year I worked to save money and expand our vendor base in two ways. First, I search for all books in the Add All database, allowing for a quick comparison of price and availability across a large number of vendors. I usually choose Amazon for their superior quality and service, but I will go with another vendor if they are reliable and offer a substantially lower price. (Note: I avoid some lower-priced vendors, like Walmart.com, whose online systems always charge sales tax. Usually the time and effort to get the tax removed from each order negates any savings.)

Second, I occasionally buy "like new" books from small booksellers found through Add All or Amazon Marketplace. I usually do this if the book is in new condition and is offered by a reliable vendor for a lower price than Amazon (including shipping charges).

Please see the next page for a subject-divided list of books purchased for the library this year. Purchasing statistics by requester, publisher, vendor, date of publication, and price range are available in the library's records.

Library Book Purchases

Fish and fisheries			
title	date	requested by	cost (\$)
Anaesthetic and sedative techniques for aquatic animals	2000	Erick Sturm	73.00
Biotechnology and genetics in fisheries and aquaculture	2003	Kit	69.99
Blue book: suggested procedures for the detection and identification of certa	1994	Bruce MacFarlane	91.00
Cellular and molecular approaches to fish ionic regulation (Fish physiology,	1995	Kit	122.95
Coastal fishes of the Pacific Northwest	2003	Kit	15.37
Cost of fisheries management	2002	David Tomberlin	89.95
Ecology and classification of north American freshwater invertebrates	2001	Tommy Williams	79.95
Ecosystem approaches for fisheries management	1999	Kit, MacCall, Thomson	44.95
Effects of fishing on marine ecosystems and communities	1999	Kit, Mary Yoklavich	109.99
Effects of fishing on non-target species and habitats: biological, conservatio	1999	Kit, Mary Yoklavich	134.99
Evolution and risk in conservation of Pacific salmon (Ph.D. dissertation)	1997	Pete Adams	53.00
Exploitation of evolving resources	1993	Kit	69.95
Fisheries and oil development on the continental shelf	1991	Kit	10.00
Fisheries bioengineering symposium	1991	Kit	10.00
Fisheries oceanography	2001	Kit, Michael Mohr	59.99
Fishery science: the unique contributions of early life stages	2002	Kit, Sue Sogard	52.99
Genetic conservation of salmonid fishes	1993	Kit, Michael Mohr	192.95
Genetic status of Atlantic salmon in Maine	2002	Kit	14.40
Giant bluefin	1996	Mark Gleason	10.40
Handbook of fish biology and fisheries	2002	Kit	380.00
Highliners	2000	Mark Gleason	11.87
Improving the collection, management, and use of marine fisheries data	2000	Kit	39.20
Interrelationships of fishes	1996	Kit	116.95
Krill: biology, ecology, and fisheries	2000	Ken Baltz	109.25
Nitrogen excretion (Fish physiology, vol. 20)	2001	Kit	99.95
Nutrient requirements of fish	1993	Kit (notify Erick Sturm)	23.96
Nutrients in salmonid ecosystems: sustaining production and biodiversity	2003	Tommy Williams	60.00
Ocean life of Atlantic salmon: environmental and biological factors influencin	1999	Kit, Michael Mohr	128.99
Oregon salmon: essays on the state of the fish at the turn of the millennium	2001	Kit	8.45
Physiological changes associated with the diadromous migration of salmoni	1998	Kit, Beth Norton	9.79
Physiology of fish in intensive culture systems	1996	Erick Sturm	155.50
Physiology of fishes	1998	Ellen Freund	119.95
Population genetics: principles and practices for fisheries scientists	2002	Sue Sogard	69.00
Quantitative fisheries stock assessment: choice, dynamics, and uncertainty (1991	Alec MacCall	281.00
Relationships among juvenile anadromous salmonids, their freshwater habit	2001	Glenn Szerlong	53.00
Responsible fisheries in the marine ecosystem	2003	Kit, Xi He	112.00
Rockfishes of the genus Sebastes: their reproduction and early life history	1991	Beth Norton	213.50
Science and its role in the National Marine Fisheries Service	2002	Churchill Grimes	28.80
Scientific evaluation of biological opinions on endangered and threatened fis	2002	Kit	9.60

State of world fisheries and aquaculture, 2000	2000	David Tomberlin	30.00
Sustaining North American salmon: perspectives across regions and discipli	2002	Kit	69.00
Their father's work: casting nets with the world's fishermen	2000	Mark Gleason	24.95
Trout and salmon of North America	2002	Heidi Fish	28.00
Variations in salmonid life histories: patterns and perspectives (reprint ed.)	1999	Kit, Beth Norton	5.29
World fisheries and aquaculture atlas (CD-ROM)	2001	Kit	55.00
Summary for 'Fish and fisheries'			# of items: 45 Cost: \$3,548.82 % of total: 39%

Marine and aquatic sciences			
title	date	requested by	cost (\$)
Caribbean marine protected areas: practical approaches to achieve economi	2003	Churchill Grimes	30.00
Effects of trawling and dredging on seafloor habitat	2002	Kit	31.20
El Nino and the southern oscillation	2000	David Boughton	90.00
Limnology: lake and river ecosystems	2001	Tommy Williams	74.95
Monitoring ecological impacts: concepts and practice in flowing waters	2002	David Boughton	90.00
National Geographic atlas of the ocean: the deep frontier	2001	Kit	35.00
Oceanography and marine biology: an annual review (vol. 37)	1999	Library Committee	184.00
Oceanography and marine biology: an annual review (vol. 40)	2002	Library Committee	160.00
Streams and ground waters	1999	Tommy Williams	83.95
World atlas of the oceans	2001	Kit	35.00
Summary for 'Marine and aquatic sciences'			# of items: 10 Cost: \$814.10 % of total: 9%

Biology and ecology			
title	date	requested by	cost (\$)
Comparative method in evolutionary biology	1991	Steve Lindley	45.00
Conservation of biological resources	1998	David Tomberlin	59.95
Conservation of exploited species	2002	Kit, Michael Mohr	130.00
Ecological climatology: concepts and applications	2002	David Boughton	150.00
Estimating animal abundance: closed populations	2002	Kit, Michael Mohr	69.95
Geomorphic processes and aquatic habitat in the Redwood Creek Basin, no	1995	David Tomberlin	27.00
Introduction to distance sampling: estimating abundance of biological popula	2001	Mary Yoklavich	35.00
Molecular systematics (2nd ed.)	1996	Erick Sturm	77.95
Organic machine: the remaking of the Columbia River	1996	David Tomberlin	11.00
Predicting species occurrences: issues of accuracy and scale	2002	David Boughton	95.00
Primer of ecology (3rd ed.)	2001	Kit, Steve Ralston	34.95
Wildlife-habitat relationships in Oregon and Washington	2001	Tommy Williams	65.00
Summary for 'Biology and ecology'		# of items: 12 Cost: \$800.80 % of total: 9%	

Economics, politics, and social aspects			
title	date	requested by	cost (\$)
Economic valuation of the environment	1999	Cindy Thomson	65.00
Economics of marine resources and conservation policy: the Pacific halibut	2003	Kit, Cindy Thomson	60.00
Fisheries dependent regions	1999	Kit	151.08
Introduction to the economics of fisheries management	1992	David Tomberlin	11.00
Managing fishing capacity: a review of policy and technical issues	2001	David Tomberlin	12.00
Managing fishing capacity: selected papers on underlying concepts and issu	1999	David Tomberlin	15.00
Population pressure and management of natural resources: income-sharing	1996	David Tomberlin	7.00
Valuing environmental and natural resources: the econometrics of non-mark	2002	Cindy Thomson	95.00
Summary for 'Economics, politics, and social aspects'		# of items: 8 Cost: \$416.08 % of total: 5%	

Mathematics and statistics

title	date	requested by	cost (\$)
Bayesian methods: a social and behavioral sciences approach	2002	Tomberlin, Mohr	69.95
Bayesian statistical modelling	2001	Tomberlin, Mohr	69.95
Categorical data analysis (2nd ed.)	2002	E.J. Dick	72.82
Game theory	1991	David Tomberlin	75.00
Handbook of statistical genetics	2001	Carlos Garza	235.00
In all likelihood: statistical modelling and inference using likelihood	2001	Michael Mohr	80.00
Introduction to mathematical statistics (5th ed.)	1995	Xi He	96.00
Introduction to probability theory and its applications, volume 1	1968	David Tomberlin	96.95
Introduction to probability theory and its applications, volume 2	1971	David Tomberlin	96.95
Introductory statistics with R	2002	Michael Mohr	44.95
Kalman filtering: theory and practice using MATLAB	2001	Michael Mohr	89.95
Model selection and multimodel inference: a practical information-theoretic a	2002	E.J. Dick	79.95
Modelling and quantitative methods in fisheries	2001	E.J. Dick	61.21
Modern applied statistics with S	2002	Michael Mohr	69.95
Multivariate statistics for wildlife and ecology research	2000	Kit, Mohr, MacCall	105.00
Numerical ecology	1998	Mohr, T. Williams	130.00
Quantitative analysis of movement	1998	Kit, MacCall, Ralston	49.95
Resource selection by animals: statistical design and analysis for field studie	2002	Pete Adams	78.00
Statistical analysis of failure time data (2nd ed.)	2002	E.J. Dick	71.66
Statistical methods for reliability data	1998	E.J. Dick	89.95
Statistical models and methods for lifetime data (2nd ed.)	2003	E.J. Dick	79.10
Stochastic frontier analysis	2000	David Tomberlin	28.00
Stochastic population dynamics in ecology and conservation: an introduction	2003	Kit, Michael Mohr	90.00
Using multivariate statistics	2001	Michael Mohr	126.00
Summary for 'Mathematics and statistics'		# of items: 24 Cost: \$2,086.29 % of total: 23%	

Geographic and spatial information

title	date	requested by	cost (\$)
Advanced spatial analysis: the CASA book of GIS	2003	Rob Schick	27.97
Geographic information systems in oceanography and fisheries	2002	Kit	72.00
How to lie with maps (2nd ed.)	1996	Kelly Hildner	10.50
Marine and coastal geographical information systems	2000	Michael Mohr	116.00
Spatial data analysis in the social and environmental sciences	1993	Michael Mohr	32.00
Spatial databases: a tour	2002	Michael Mohr	55.00
Thinking about GIS: geographic information system planning for managers	2003	Rob Schick	27.97
Summary for 'Geographic and spatial information'			# of items: 7 Cost: \$341.44 % of total: 4%

Computer software and programming

title	date	requested by	cost (\$)
Access 2000: the complete reference	1999	Kit	27.99
Applied optimization with MATLAB programming	2001	Michael Mohr	85.00
Arc Hydro: GIS for water resources	2002	Eric Bjorkstedt	41.97
Arc macro language: developing ARC/INFO menus and macros with AML	1997	Rob Schick	35.00
Introduction to database systems (8th ed.)	2003	Mark Amend	95.00
Mastering MATLAB 6	2000	Michael Mohr	60.00
Microsoft Access 2000 bible: gold edition	1999	Kit	48.99
Microsoft Access 2000 step by step	1999	Kit	20.99
Running Microsoft Access 2000	1999	Kit	31.49
Summary for 'Computer software and programming'			# of items: 9 Cost: \$446.43 % of total: 5%

General reference books

title	date	requested by	cost (\$)
DK compact atlas of the world	2003	Kit	10.40
HarperCollins new world atlas	2003	Kit	35.00
Merriam-Webster's collegiate dictionary	2003	Kit	20.97
Summary for 'General reference books'			# of items: 3 Cost: \$66.37 % of total: 1%

Videos

title	date	requested by	cost (\$)
Empty oceans, empty nets (videotape)	2002	Kit	24.98
Scientific American Frontiers: Season XIII: Deep Crisis (video)	2000	Kit	29.98
Shape of life (videos)	2002	Kit	79.95
Summary for 'Videos'			# of items: 3 Cost: \$134.91 % of total: 1%

Other topics

title	date	requested by	cost (\$)
Aquatic systems engineering: devices and how they function	2000	Erick Sturm	20.97
Code of federal regulations, title 50, pts. 600-end	2002	Lisa Wooninck	58.00
Great Central Valley: California's heartland	1998	Steve Lindley	75.00
Organizing scientific meetings	1997	Steve Lindley	47.13
Scientific style and format: the CBE manual for authors, editors, and publish	1994	Kit	42.00
Standard methods for the examination of water and wastewater	1999	Bruce MacFarlane	200.00
Student handbook for writing in biology	2002	Kit	15.50
Using the biological literature: a practical guide (3rd ed.)	2002	Kit	85.00
Summary for 'Other topics'			# of items: 8 Cost: \$543.60 % of total: 6%

Grand Total	# of items: 129 Cost: \$9,198.84
--------------------	-------------------------------------

Library Book Donations

Fish and fisheries		
title	date	requested by
Marine aquaculture: opportunities for growth	1992	Kit
Marine fisheries stock assessment improvement plan	2001	Kit
Neptune's table: a view of America's ocean fisheries	2002	Kit
NMFS strategic plan for fisheries research	2001	Kit
Patterns in the distribution of demersal fishes on the upper continental slope off centra	1990	Kit
Production and habitat of salmonids in mid-Columbia River tributary streams	1992	Pete Adams
Trends in fisheries and fishery resources	2002	Churchill Grimes
Summary for 'Fish and fisheries'	# of items: 7	

Marine and aquatic sciences		
title	date	requested by
Alternative access management strategies for marine and coastal protected areas	2000	Kit
Restoration of aquatic ecosystems: science, technology, and public policy	1992	Kit
Striking a balance: improving stewardship of marine areas	1997	Kit
Summary for 'Marine and aquatic sciences'	# of items: 3	

Biology and ecology		
title	date	requested by
Riparian areas: functions and strategies for management	2002	David Tomberlin
Wildlife-habitat relationships: concepts and applications (2nd ed.)	1998	Kit
Summary for 'Biology and ecology'	# of items: 2	

Geographic and spatial information		
title	date	requested by
Spatial behavior of fish and fishermen: the use of habitat selection and optimal foragin	1988	Kit
Summary for 'Geographic and spatial information'	# of items: 1	

Computer software and programming		
title	date	requested by
Building a geodatabase	2002	John Allen
Editing in ArcMap	2002	John Allen
Geodatabase workbook	2002	John Allen
Getting started with ArcGIS	2002	John Allen
Linear referencing in ArcGIS	2002	John Allen
MATLAB C math library: user's guide, version 2	2000	Lisa DeQuattro
MATLAB C++ math library: user's guide, version 2	2000	Lisa DeQuattro
MATLAB compiler: user's guide, version 2	2000	Lisa DeQuattro
MATLAB compiler: user's guide, version 3	2002	Lisa DeQuattro
MATLAB: external interfaces, version 6	2000	Lisa DeQuattro
MATLAB: using MATLAB graphics, version 6	2000	Lisa DeQuattro
MATLAB: using MATLAB, version 6	2000	Lisa DeQuattro
Optimization toolbox for use with MATLAB: user's guide, version 2	2000	Lisa DeQuattro
SYSTAT 10.2: data	2002	Erick Sturm
SYSTAT 10.2: getting started	2002	Erick Sturm
SYSTAT 10.2: graphics	2002	Erick Sturm
SYSTAT 10.2: language reference	2002	Erick Sturm
SYSTAT 10.2: statistics I	2002	Erick Sturm
SYSTAT 10.2: statistics II	2002	Erick Sturm
The little SAS book: a primer (2nd ed.)	1998	Lisa DeQuattro
Using ArcGIS survey analyst	2002	John Allen
Using ArcGIS tracking analyst	2002	John Allen
Using ArcScan for ArcGIS	2002	John Allen
What is ArcGIS?	2002	John Allen
Summary for 'Computer software and programming'	# of items: 24	

Other topics		
title	date	requested by
Recruiting fishery scientists: workshop on stock assessment and social science career	2002	Kit
Summary for 'Other topics'	# of items: 1	

Grand Total	# of items: 38 Cost: \$0.00
--------------------	--

Books Purchases With Non-library Funds

Economics, politics, and social aspects			
title	date	requested by	cost (\$)
Real options and investment under uncertainty: classical readings and recen	2001	David Tomberlin	75.00
Summary for 'Economics, politics, and social aspects'		# of items: 1 Cost: \$75.00 % of total: 100%	

Grand Total	# of items: 1 Cost: \$75.00		
--------------------	--	--	--

Book processing

Processing consists of:

- maintaining accounting records
- maintaining purchase tracking records
- maintaining new books section on web site
- property stamping
- attaching book pocket and circ card
- cataloging
- labeling (spine label, etc.)
- notifying requester of item availability
- publicizing significant acquisitions

New more complex cataloging procedures are now required for our online catalog, significantly increasing the time and focus required to catalog each item. For this and other reasons, there is currently a backlog of 72 items waiting to be catalogued. I hope to catch up and maintain the backlog at normal levels (less than 10 items) by January 2004.

Book circulation

Books are currently circulated using a simple paper card system. Although this meets most of our needs at this time, it does mean the library can not produce circ statistics reports.

I have completed a circ reconciliation project to make the circ records match reality. All missing items (that were checked out) were identified, then either marked as 'lost' in the catalog or set aside for possible replacement. I will work in the coming months to replace those items, or mark them 'lost' if replacements can't be obtained.

Deselection

Libraries regularly remove items from their collections in a process called deselection or weeding. This is done to:

- conserve shelf space
- remove items that are obsolete, out-of-date, or no longer relevant to our work
- remove items that are irreparably damaged

No items were removed from the library collection this year. Because we are not in immediate need of shelf space, I think we can go for a few more years before deselection is necessary. I would like to have a collection development policy in place before undertaking any major weeding project.

Library Catalog

The catalogs

We have two library catalogs, an online catalog (NOAALINC) run by the NOAA Central Library, and a card catalog located in the back of the library.

The online catalog was incomplete when I took over in 2001, but I have nearly completed it in the last year. It is now the primary catalog, significantly more accurate than the card catalog. There are still approximately 40 items remaining that will require special handling to get them into the online catalog. I have not yet decided if I will ask NOAA Central Library cataloging staff to do this, or if I will pursue training from them so I can do it myself. (Any training received would be helpful in cataloging other unusual items in the future.)

Now that the online catalog is essentially complete, I am no longer maintaining the card catalog. The card system is difficult and time-consuming to maintain, and offers few benefits over the online system. Also, purchasing catalog cards doubles or triples the cost of cataloging each item. The card catalog will remain in the library, however, to serve as a backup if the online system is unavailable.

Cataloging service

Most of the library book cataloging is done using a cooperative service called OCLC. OCLC purchases cataloging records from a variety of sources and makes the records available (for a small fee) to members of the cooperative. Using OCLC is considered advantageous because:

- it saves time for the librarian
- it allows for easy production of electronic records (for NOAALINC)
- it lets other libraries check our holdings for interlibrary loan purposes

Now that we no longer purchase catalog cards, the fees for the service run about \$1-2 per item. NOAA Central pays the bills, and then charges us back once a year.

Catalog reconciliation

Like the circ files, the catalog may be inaccurate if it does not reflect books that were lost to former lab staff or otherwise removed from the collection. I plan to reconcile the catalog to accurately portray the collection sometime before 2007, but I doubt I will start it this year. Reconciliation will involve doing a full physical inventory of books and comparing it against the holdings listed in the catalog.

Library Journals

The library currently receives about 125 journals and other serial publications. About half of these are regular paid subscriptions that must be renewed every year, and the other half are free distributions which are received as long as we remain on their mailing lists.

Our library participates in the NOAA journals contract, which was awarded to EBSCO for the next few years. Participating in the group contract saves us money on vendor service fees, guarantees the vendor used for at least a few years, and saves us the hassle of doing an individual contract.

We used FY 2003 funds to pay for calendar year 2004 journals, paying early to insure we get our journals even if there is a spending freeze at the beginning of the new FY. The new contract is for \$32,391.60, which was close to the expected price. Prices are expected to increase 10-15% next year (as usual), so I will set aside \$36,500 for next year's contract.

Subscription journals

Prices are in \$US.

Journal	2004 price	2003 price
American Economics Association set: American Economic Review Journal of Economic Literature Journal of Economic Perspectives	240.00	142.52
American Fisheries Society set: (print + online) Fisheries Journal of Aquatic Animal Health North American Journal of Aquaculture North American Journal of Fisheries Management Transactions of the AFS	1026.00	950.00
American Journal of Agricultural Economics	183.00	167.00
American Naturalist	433.00	360.80
AMSTAT News	55.00	55.00
Animal Conservation	182.60	191.40
Biological Bulletin	325.00	280.00
Biometrics	200.00	170.00
Biometrika	158.00	150.00
Bulletin of Marine Science	260.00	230.00
Canadian Journal of Fisheries and Aquatic Sciences	833.80	805.20
Conservation Biology	517.00	470.00
Conservation Genetics	293.00	273.00
Copeia	100.00	100.00
Ecological Applications	250.00	260.00
Ecological Monographs	135.00	130.00
Ecology	590.00	565.00
Environmental Biology of Fishes	1752.00	1630.00
Estuaries (includes ERF Newsletter) (print + online)	470.00	375.00

Journal	2004 price	2003 price
Fish and Fisheries	582.00	497.00
Fish Physiology and Biochemistry	410.00	630.00
Fisheries Oceanography	702.00	581.00
Fisheries Research	1907.00	1791.00
Fisherman's News (not on vendor contract, saved by subscribing for 3 years at once)	14.67	14.67
Genetics	735.00	670.00
Geographical and Environmental Modelling (new subscription 2003) (print + online)	[ceased publication]	225.50 [refunded]
ICES Journal of Marine Science	753.00	857.25
International Journal of Geographical Information Science (new subscription 2003) (print + online)	987.00	901.00
Journal of Agricultural, Biological, and Environmental Statistics (JABES) (print + online)	247.50	247.50
Journal of Environmental Economics and Management	857.00	822.80
Journal of Fish Biology	2288.00	2175.81
Journal of Heredity	249.00	237.00
Journal of the American Statistical Association	440.00	352.00
Journal of the Marine Biological Association of the United Kingdom (JMBA)	561.00	588.50
Land Economics	198.00	166.00
Limnology and Oceanography	426.80	388.00
Marine and Freshwater Research (print + online)	740.00	[n/a]
Marine Ecology Progress Series (MEPS)	4513.58	3839.70
Marine Resource Economics	150.00	150.00
Molecular Biology and Evolution	541.00	515.00
National Fisherman	25.25	22.95
Natural Resource Modeling (print + online)	295.00	245.00
Nature	1012.00	929.50
Nature Genetics	1240.00	907.50
Northwest Science	80.00	88.00
Pacific Fishing	26.40	24.43
Pacific Science	70.00	60.00
PC Magazine	44.00	40.72
Proceedings of the California Academy of Sciences	44.00	44.00
Reviews in Fish Biology and Fisheries	548.00	518.00
Reviews in Fisheries Science	518.00	450.00
Science	500.00	425.00
Scientific American	43.95	43.95
Southern California Academy of Sciences – Bulletin	35.00	35.00
Statistical Science (print + online)	110.00	99.00
Trends in Ecology and Evolution	1205.92	1116.50
Trends in Genetics	1205.92	1116.50

Free journals

AFSC Processed Report
 Alaska Fisheries Science Center – Quarterly Report
 Alolkoy
 Bulletin of Fisheries Research Agency (Japan)
 Bulletin of the Faculty of Bioresources, Mie University

CalCOFI Atlas
 CalCOFI Reports
 California Coast & Ocean
 California Fish and Game
 Coast Pilot 7 (Pacific Coast)
 Coastal Services
 Earth System Monitor
 Fish Bulletin (California Department of Fish and Game)
 Fisheries of the United States
 Fishery Bulletin (National Marine Fisheries Service)
 IATTC – Annual Report
 IATTC – Bulletin
 IATTC – Special Report
 IATTC – Stock Assessment Report
 IEP Newsletter
 IEP Technical Reports
 International Pacific Halibut Commission – Annual Report
 International Pacific Halibut Commission – Technical Report
 Klamath River Fisheries Investigation Program - Annual Report
 Marine Fisheries Review
 NMFS Santa Cruz Laboratory – Program Review
 NOAA Technical Memorandum NMFS – AFSC
 NOAA Technical Memorandum NMFS – F/SPO
 NOAA Technical Memorandum NMFS – NE
 NOAA Technical Memorandum NMFS – NWFSC
 NOAA Technical Memorandum NMFS – PIFSC
 NOAA Technical Memorandum NMFS – SEFSC
 NOAA Technical Memorandum NMFS – SWFSC
 NOAA Technical Memorandum NMFS – SWR
 NOAA Technical Report NMFS
 North Pacific Anadromous Fish Commission – Annual Report
 North Pacific Anadromous Fish Commission – Newsletter
 North Pacific Anadromous Fish Commission – Statistical Yearbook
 North Pacific Anadromous Fish Commission – Technical Report
 Oregon DFW, Fish Division – Information Reports
 Oregon DFW, Fish Division – Progress Reports
 Oregon Plan for Salmon and Watersheds – Report
 Outdoor California
 Pacific Council News
 Pacific Salmon Commission – various publications
 PFMC – Salmon – Preseason Reports
 PFMC – Salmon – Review of Ocean Salmon Fisheries
 PFMC – Status of the Pacific Groundfish Fishery
 PICES Annual Report
 PICES Press
 PICES Scientific Report
 PIFSC Admin Report – Honolulu Lab
 Scientific Reports of the Hokkaido Fish Hatchery
 Sea Technology
 South African Commercial Fisheries Review
 South African Journal of Marine Science
 SWFSC Admin Report – La Jolla Lab
 SWFSC Admin Report – PFEL
 SWFSC Admin Report – Santa Cruz Lab
 Washington DFW, Fish Program – Technical Report

Library Databases and Online Journals

The Santa Cruz Lab has an agreement with UC Santa Cruz that gives us access to an extraordinary number of online library resources including journal index databases, full-text newspapers and magazines, and online journals and books. We also have access to a few databases and journals through our own subscriptions, through NOAA, or free from the providers.

I will not list all the resources here because of the large number available to us from UC Santa Cruz, but links to these resources are available through the library's web site. In addition to the UCSC links, I've also provided links directly to the databases and journals that our lab will find most useful.

Our primary science databases

- Aquatic Sciences and Fisheries Abstracts (ASFA)
- Biosis Previews
- Current Contents
- GeoRef
- MathSciNet
- Oceanic Abstracts
- Web of Science
(includes the Science Citation Index)

Other relevant science databases

- Agricola
- Compendex (engineering)
- Computer Database
- Conference Papers Index
- Current Index to Statistics
- Dissertation Abstracts
- EIS – Digests of Environmental Impact Statements
- Environmental Sciences and Pollution Management
- INSPEC
- SciFinder Scholar
(Chemical Abstracts)
- Toxline

Relevant non-science databases

- ABI / Inform
(business and economics)
- EconLit (economics)
- Lexis-Nexis
(full-text newspapers and legal info)
- Sociological Abstracts

Online journal categories

- Fish, fisheries, and aquaculture
- Marine and aquatic sciences
- Biology and ecology
- GIS and remote sensing
- Statistical science, math, and computers
- Economics
- General science and miscellaneous topics
- Library science

Library Equipment and Supplies

Computer/electronic equipment

- 1 librarian's computer (purchased 2001), with internal CD-ROM burner (added 2002)
- 1 older librarian's computer (pre-2001)
- 1 public use computer with flat-panel monitor (purchased 2003)
- 1 scanner (pre-2001)
- 1 copier/fax/printer
- 1 microfilm reader/printer (printer does not work)
- tables in library have electrical outlets and can be wired to the network
- 1 13-inch color television (purchased 2002)
- 1 dual-deck VCR (purchased 2002)

Software

- standard NOAA software packages (WordPerfect, Netscape, etc.)
- Netscape 7.1 and Mozilla
- MS Office 2000 (Outlook, Word, Excel, Access, Publisher, PowerPoint)
- Dreamweaver MX (web authoring and site management) (**upgraded from ver. 4**)
- SmartDraw (drawing, fliers, org charts, etc.) (**added this year**)
- Adobe Acrobat (full version, lab has a site license)
- OCLC CatME (book cataloging)
- Ariel (interlibrary loan, sending and receiving documents over the internet)
(receive ability not currently installed due to firewall issues)
- NOAALINC Workflows (for editing our records in the NOAA online catalog)
- ProCite, Reference Manager, and EndNote (citation management software)
- CD-ROM burning software
- Virus software from McAfee
- Spybot Search and Destroy (identifies rogue programs like adware) (**added this year**)

Library supplies

As usual, most library supplies are inexpensive and not a significant part of the budget. Large supplies expenses this year included:

- 4 display bookshelves, \$1095
- file and storage cabinet, \$450
- shelf boxes (96 plastic, 300 cardboard), \$814

Interlibrary Loans

Interlibrary loan (ILL) activity more than doubled this year, going from 134 to 288 borrowing requests and from 51 to 99 loans to other libraries. ILL requests are received from all the lab's research teams, but nearly half (137) were received from the SPAT group and nearly a quarter (69) from a single staff member in that group.

A summary of the ILL statistics are below. More detailed statistics, charts, and a list of all requests and loans can be found in the library's records.

Borrowing

- **Items borrowed:** 288 (193 copies, 95 loans)
- **Suppliers:**
 - NMFS La Jolla Laboratory (their collection or Scripps) – 65 requests
 - NOAA Central Library – 16 requests
 - Moss Landing Marine Labs – 12 requests
 - various web sites – 10 requests
 - Other requests were filled by a wide variety of NOAA, other federal, academic, state, special, public, and foreign libraries.
- **Request method:** 129 OCLC requests, 67 submitted directly to NMFS La Jolla Lab, 92 through other methods.
- **Fill time:** Loans – 11 days (13 for OCLC, 9 for others); copies – 8 days (10 for OCLC, 7 for others)

Lending

- **Items loaned:** 99 (53 copies, 46 loans)
- **Borrowers:** We loaned items to 63 different libraries this year, up from 37 last year. Borrowers include:
 - NOAA libraries (10 libraries, 21 requests)
 - other federal libraries (22 libraries, 34 requests)
 - academic libraries (19 libraries, 21 requests)
 - state libraries (4 libraries, 14 requests)
 - special libraries (4 libraries, 5 requests)
 - public libraries (4 libraries, 4 requests)
- **Request method:** 78 OCLC requests, 21 through other methods

Lab Publications

The library is in charge of tracking all lab publications, producing publications lists, archiving both print and electronic copies when available, and managing the reprints distribution collection.

I added 166 records to the database, which now contains 686 records. I expect to enter another 50-100 records from older publications (as I find them), and then new items will be entered as I become aware of them. Lists of each authors' publications are made available to them 4-5 times a year so that they can make corrections, add new publications, or update the status of those already in the database.

Both print archives and the reprint distribution collection are kept in order by Document ID (also known as the Lab Contribution Number, this is simply the accession number the database assigns as I enter new records). Digital archive copies are also identified by the Doc ID number. Although this system does require an extra lookup step for those seeking reprints, it allows me to easily make new additions to the collection.

I finished unpacking the last 25 boxes of reprints, most of which turned out to be collected reprints volumes from other institutions. There are still about 50-75 older publications filed in the old slot-style reprint shelves, which I expect to have integrated into the new reprint collection by early 2004.

Duplicates / Discards

The former librarian collected a large number of spare books, journals, and reports, apparently with the idea of distributing them to other libraries. These materials are taking up a significant amount of shelf space without benefiting our collection, and I plan to work little-by-little to distribute or otherwise dispose of them. This involves listing the items, checking our collection to see if we want to add them, making the lists available to other libraries, and shipping requested items. Un-requested items may be kept and re-offered later, but will eventually be recycled if no one wants them.

Some discard items were distributed to other libraries this year, notably the Loosanoff Collection to a NMFS NEFSC lab. Approximately 15 feet of shelf space was opened up, and several boxes of unshelved items were distributed or discarded.

Overall Assessment

The library is in good condition and has a good infrastructure. I've made progress this year, but there are still important major projects that will keep me occupied for years to come. I see the main priorities for this coming year as:

- finishing the online catalog
- replacing lost books discovered during the circ reconciliation
- eliminating the cataloging backlog
- starting journal binding
- moving the older reprints from the slot cabinets to the archive and distribution area, and entering them in the tracking database
- dealing with the remaining miscellaneous publications stacked in my office
- distributing more of the duplicates

I am hoping that the completion of these projects will clear out needed space in the library and office, make useful items more accessible to library users, and generally improve the appearance and functionality of the library. Future projects will focus on improving the quality and accessibility of the collection and will include:

- creating the collection development policy
- reconciling the catalog with the collection
- organizing the journals and making a detailed list of holdings
- more fully completing the print and digital publication archives
- making the digital archive available to the lab and public
- making the publication lists on the web hook directly to a copy of the database, allowing more functionality while making updates easier
- moving to a computer circ system, allowing for easier tracking and reporting